

State of Georgia  
Governor's Office of Planning & Budget  
**Governor's Legislative Information System (GLIS)**

***Request for Access to GLIS – Agency Agreement***

Before any Request for Access to GLIS from Agency Users will be processed, the agency must have submitted this Agency Agreement signed by the Agency Head.

*This is a Microsoft Word Form that can be completed in Word, and then printed already filled-in.*

Official Name of Agency / Department		Parent Agency, if an Attached Agency	
Show Agency Name on Reports as follows:		Preferred Abbreviation for the Agency Name	
Agency Legislation Coordinator	Telephone Number	Full Internet E-mail Address	
Type of Access Requested for Users in your Agency (check all that apply to any user)		Anticipated Number of GLIS Users	
<input checked="" type="checkbox"/> View OPB Data <input checked="" type="checkbox"/> Add and Update Our Agency's Data <input checked="" type="checkbox"/> Enter Notes from Committee Meetings <input checked="" type="checkbox"/> View Other Agency Data	A written request/explanation must be submitted to the Director of OPB if more than 5 GLIS users are anticipated.		

***Inter-Agency Data Sharing:***

*One of the key features of the Governor's Legislative Information System is the opportunity it provides to share information. Agencies are encouraged to share their analyses of legislation with each other. An agency may opt out of the data-sharing provision, and choose not to share its reviews and analyses with other agencies. However, an agency that opts out of the data-sharing provision will not have access to the information generated by other agencies.*

We choose to ☒ share with other agencies.  
☐ not share with other agencies.

Signature of Agency Head

X \_\_\_\_\_ Date

Completed forms should be delivered to Tracie Wheaton at OPB (voice 404-463-5544 / fax 404-656-7916/e-mail: [tracie.wheaton@opb.state.ga.us](mailto:tracie.wheaton@opb.state.ga.us)).

All further correspondence concerning GLIS will be directed to the Agency Legislation Coordinator named above via e-mail.